Drafter Resume Sample

Your Full Name

Sender’s Mailing Address

Sender’s Phone Numbers

Sender’s Email Address

Professional summary

* Highly focused and dedicated Design Drafter with a detail-oriented approach and a strong record of professional success.
* Exceptional multitasker able to juggle a number of projects simultaneously.
* Excellent and well-evaluated part-time drafting educator at local community college.

Core Qualifications

* Significant experience in engineering drawing creation.
* High expertise in CAD drafting technique.
* Strong proficiency in geometric dimensioning procedures.
* Outstanding proficiency with MS office applications including Adobe Acrobat and AutoCAD.
* Superior oral and correspondence skills.

Experience

Design Drafter 2008 present

Xyz Industries Inc.

* Developed detailed engineering drawings representing assemblies and parts.
* Created hydraulic pneumatic and electric schematics.
* Developed orthographic projection and sectional part view.
* Maintained and monitored ECN and drafting logos.
* Collaborated on new component design with Design Engineers to meet customer requirements.
* Created field survey reports from field inspections.

Xyz group Inc. 2005-2008

* Utilized unit layout to prepare 2D and 2D drawings.
* Collaborated with design team on layout options.
* Prepared drafting schedules in consultation with design team.
* Provided assembly floor support in build phase.
* Improved design documentation procedures in collaboration with supervisor.
* Completed and submitted ECN and ECR documents well before deadlines.

Education

Master’s Degree in Mechanical Engineering 2004

University of California

Bachelor’s Degree in Mechanical Engineering 2002

University of California